

Internships with the Virginia Indigent Defense Commission

Frequently Asked Questions

How do students interested in Public/Capital Defender Offices inquire about internships with Virginia Indigent Defense Commission (VIDC)?

- Students can check with their University/College's career services department, professors, or counselors for an established program between VIDC and the University/College.
- Students interested in interning with a specific Public/Capital Defender office may contact them directly. For a list of VIDC Public/Capital Defender offices visit www.indigentdefense.virginia.gov and click on About Us. At the bottom are hyperlinks, Public Defender Offices and Capital Defender Offices. Click on either of those links and you will receive a complete list of contact information for Public Defender Offices and Capital Defender Offices.
- VIDC offices participate in public interest fairs throughout the year such as the Government and Public Interest Interview Program held at University of Richmond. Many times on-campus interviews are held in conjunction with the public interest fair. Students should check with their University/College for a list of dates of public interest fairs.

What is the application process for students to obtain an internship?

- The application process for an internship with VIDC varies for each office. Most of the offices require interested students to submit a resume. However, other offices will require a cover letter, writing sample and possibly a school transcript in addition to resume. The recommended method for students is to contact the VIDC Public/Capital Defender office for the application requirements.

During an internship with the Virginia Indigent Defense Commission Public/Capital Defender Offices what duties are performed?

- General duties performed by a student interning with a VIDC Public/Capital Defender Office may include legal research, interviewing clients, visiting jails, assistance with investigations, watch/perform hearings and/or trials/motions, write and some administrative work. It is important for students to remember the duties of an intern vary from office to office. Additionally, duties are typically based upon an intern's year in law school as well as if they currently hold a 3rd Year Practice Certificate.

For more information please contact
Virginia Indigent Defense Commission
Human Resources Department
1604 Santa Rosa Road, Suite 109
Richmond, Virginia 23229
(804) 662-7249
www.indigentdefense.virginia.gov